

BOARD OF SELECTMEN

August 27, 2015

Minutes

The Board of Selectmen met on Thursday, August 27, 2015 at 7:00 p.m. in the Town Hall Clark Room. Those present were Selectmen John Gorecki, Vanessa Hunnibell Moroney Nathan Brown, and Lyn Lemaire. Town Administrator Timothy D. Goddard was also present.

Also in attendance:

Town Clerk Charlene Hinton

Police Chief John Fisher

Gleason Library Director Katie Huffman

Fire Chief David Flannery

Fire Lt. Rob (Robert) Koning

Resident David Freedman

Firefighter John Bakewell

Amy Moulton, Westford St. resident

Carlisle Housing Authority Chair Alan Lehotsky

Carlisle Housing Authority member Mark Levitan

Board of Health Chair Bill Risso

Police Department/New Special Police Officers

Police Chief John Fisher introduced Ashley Buckland and Richard Hodgson as the new Special Police officers. He said Ashley, who is a full time Dispatcher at the Communications Department, has put herself through the Police Academy. Richard Hodgson is a full time police officer in the Town of Concord. He has been a police officer in Massachusetts for 39 years and has been working for the Town of Carlisle on an intermittent basis.

On a motion made by Ms. Lemaire and seconded by Mr. Brown, it was unanimously **VOTED** to appoint Ashley Buckland and Richard Hodgson as Special Police Officers.

Town Clerk Charlene Hinton swore Ashley Buckland and Richard Hodgson in to their new positions.

Gleason Library – Request for One Day Liquor License

Gleason Library Director Katie Huffman was present to discuss a request for a One Day License to serve beer and wine during an Art Reception that is scheduled on Friday September 18, 2015 at the Gleason Library. She explained that this is an open event and the admission fee is \$10.00 per person. On a motion made by Mrs. Moroney and seconded by Ms. Lemaire, it was unanimously **VOTED** that the Town of Carlisle grant the Gleason Public Library with a One Day License to serve wine and beer during an event on Friday, September 18, 2015 from 7:00 pm to 10:00 pm.

Continued Fire Horn Discussion

Mr. Gorecki said about a month ago the Board discussed the fire horn and how to improve the method and frequency in which it is used. Fire Chief David Flannery was present with a list of changes to minimize the use of the horn. David spoke about several concerns he took into

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consideration as he prepared the proposed changes. He said the Town of Carlisle has an 'on-call' fire department and therefore the firefighters are not on duty in the station. The firefighters wear pagers to alert them of calls; however if they are away from their pager they depend on the horn to alert them. David said the issue with inadequate fire department radio signals coming from the existing antenna has not been resolved. He added that the fire horn serves as an important alerting method for the residents in instances where the primary alerting method fails. David said there have been occasions where the firefighters hear the fire horn before the dispatcher transmits the page alert.

David proposed the following incidents where the horn would have *limited use or will not go off* at all. 1) discontinue use for Mutual Aid to another Town; 2) no automatic Master Box alarms; 3) no school/delayed opening; 4) tornado warning [lessen amount of sounding]; 5) no all-out or all clear signal [eliminate between 11pm and 7am]; and, 6) noon "test" [continue daily as recommended by manufacturer]. David explained that the daily use of the fire horn prevents build-up of ice and debris of all sorts and assures its reliability when needed for public safety. David said the horn is not used for EMT calls or car fires.

Mr. Gorecki thanked David for his attention to the concerns regarding the usage of the fire horn. He said it was a good start to eliminate some of the use of the horn. He said during our previous discussion on the fire horn it was suggested that the Fire Chief look into ways to simplify the use of the horn. David said he has not looked into this item yet.

Mr. Gorecki said he would like to endorse the Fire Chief's recommendations and to ask him to continue to find ways to implement single blasts, without jeopardizing public safety.

Fire Department Lieutenant Rob Koning, Jr. said he has lived in Carlisle for fifty-four years and believes that the fire horn is something that makes Carlisle very special. He said he endorses reducing the frequency of the use of the horn however he does not feel that the horn should be eliminated.

Firefighter John Bakewell stated that he agreed with the Chief's recommendations.

Amy Moulton of Westford Street said she appreciated Chief Flannery's time and effort in preparing these recommendations. She was not agreeable with testing the horn every day at noon.

Mrs. Moroney indicated she would like to know if it was possible for the horn to make a different sound which could possibly be used for a tornado warning. Chief Flannery agreed to research whether or not the horn has different sound capabilities.

Mr. Gorecki suggested testing the horn once a week for six (6) months to see if this is an effective resolution as opposed to daily testing. He said if this does not work or if problems arise we will resume to the daily testing. David said he would continue to explore ways to "test" the horn without sounding it.

On a motion made by Mr. Brown and seconded by Mrs. Moroney, it was unanimously **VOTED** to accept the Recommendations to the Fire Horn Usage from Fire Chief David Flannery as presented in the memo dated August 21, 2015 and request that he continue to explore ways to "test" the horn other than daily sounding.

Housing Production Plan

Mr. Gorecki thanked the members of the Housing Production Plan (HPP) committee for preparing this lengthy document. He said he has reviewed the document and would like to discuss some particular aspects in it. Mrs. Moroney said she was involved with the HPP committee and she is very supportive of this document. She was aware of a few issues that people have been discussing. The items that are still being discussed are: 1) whether to include the Long Ridge Road information in the plan and, 2) the 1.5% land use minimum. Mrs. Moroney said she would like to hear comments from the Board of Selectmen and those present from the committee.

Mr. Gorecki said he read David Freedman's description of the Long Ridge Road process. He said it was a great narrative of what has occurred over this past year. He said including this in the HPP would be very helpful.

Ms. Lemaire said she would like to see a separate section inserted for 'local capacity' and emphasize the awareness that the Town has septic systems, wells, and limitations due to bed-rock.

Mr. Gorecki said in regards to the 1.5%, it was brought up at a Housing Trust meeting that it would not hurt to have a paragraph in there describing what it is. Mr. Gorecki said David has proposed a paragraph regarding the 1.5% matter and Mr. Gorecki said he endorses inserting it in the document.

Alan Lehotsky from the Carlisle Housing Authority asked the Board of Selectmen to point out specifically which items in this document they supported and the other items they do not agree with.

Mr. Gorecki said he has reviewed this document and has identified about seven items he suggests altering or removing.

Alan said at the last meeting of the HPP committee, it was unanimously voted to remove the seven (7) paragraphs regarding Long Ridge Road because everyone felt that they really did not advance housing production. He said he would not want it to be known that the Town of Carlisle is very difficult to deal with regarding friendly 40B's. He also did not want to include the 1½%.

Mr. Gorecki said the Board will review the revisions to the plan as discussed tonight at their next meeting.

Update – 338 Bedford Road group home

Mr. Gorecki said Ms. Lemaire has prepared a memo which was based on input from Linda Fantasia and Bill Risso (Board of Health), George Mansfield (Planning Board), Sylvia Willard (Conservation Commission), Luke Ascolillo (Community Preservation Committee) and David Freedman. Mr. Gorecki said there were three main issues in the memo; 1) whether the 1.36 acre of land is sufficient acreage to meet the Title 5 requirements regarding nitrogen loading [Mr. Gorecki said this is a BOH issue]; 2) whether a Site Plan Review is required; [Town Counsel said that a Site Plan Review is required however it will be according to a limited category]; and 3) Town-supported projects/Dover Amendment.

Alan Lehotsky commented on the above issues. He said the Board of Health met recently and discussed the nitrogen loading and acreage issue. Alan said because there is no sub-division of land, the nitrogen loading goes over the entire 5+ acres. He said there is no issue with the septic system.

Mr. Gorecki said one of the issues was relative to the need for a Site Plan Review. He said on February 27th during an Affordable Housing Trust meeting this issue was discussed and he was against the Site Plan Review and was optimistic that this project could move forward without one. However, when the RFP was prepared and sent out, it mentions a Site Plan Review two times and the developer was on notice under the RFP that the Site Plan Review process would apply for this project. He added that the project is being done under the Dover Amendment and the structures being built there are considered educational rather than residential therefore the Site Plan Review regulations would be required but limited to those items that we are allowed to regulate under the Dover Amendment.

Mr. Gorecki and Mr. Goddard will work on coordinating dates for the public hearing relative to the Site Plan Review for this project.

Authorization of Community Compact Application

Mr. Goddard said the (Governor) Baker Administration through the division of Local Services has identified approximately sixteen practices in a number of policy areas and they have invited communities to adopt one or more of these practices. He said in exchange, they will provide technical assistance, grant assistance and preferred status as far as other state grants.

Mr. Goddard said he has discussed this idea with Finance Director Larry Barton and he would like to accomplish the preparation of Finance Policies and Procedures for the town. Mr. Goddard said he would like to consider adopting this practice within the next two years.

The second practice was ‘engaging’ the public through uses in technology. He said this fits in with the proposals the Technology Committee has made in terms of the website upgrade and providing information to the public and receiving same.

Mr. Gorecki supported this idea and suggested authorizing the Town Administrator to begin the process with the community compact application.

On a motion made by Mr. Brown and seconded by Ms. Lemaire, it was unanimously **VOTED** to authorize the Town Administrator to submit an application for the Community Compact Cabinet and become a Compact Community.

Animal Control Services/options

Mr. Gorecki said about three weeks ago the Board accepted the resignation of Robert (Bob) Dennison who was the animal control officer for the past 30 years. He said tonight we will consider a few steps for filling that position. Mr. Goddard said the Police Department has been handling the animal control issues in the interim. He said he spoke with Chief Fisher and Lt. Crowe about this matter. Mr. Goddard said one option to fill this opening was to advertise the position. He was aware of two individuals who were interested in this job.

Mr. Goddard said he has discussed this matter with the Town of Westford who has a 24/7 operation. Mr. Goddard explained that Westford has three animal control officers who are State certified. The Chief would like to have this option explored even if it is only to complete this fiscal year. He said he would like the Board’s permission to explore this option. The former control officer was paid approximately \$9,000 per year. The cost for coverage from the Town of Westford is about \$15,000. Mr. Gorecki agreed that this was an option worth exploring.

Finalizing Board of Selectmen’s FY16 Goals

Mr. Gorecki said he sent out the FY16 Goals to the Board with the edits that were discussed at our previous meeting.

Ms. Lemaire asked the Board to consider a list of Housing and Development Goals she prepared for consideration and perhaps to add to the Board’s Goals and requested that the Board continue this discussion to the next meeting in order to review them. Mr. Gorecki agreed to continue this discussion to the Board’s meeting on September 8, 2015.

Cemetery Deeds

The Board of Selectmen, as Cemetery Commissioners, made the following deed transfer.

On a motion made by Mr. Brown and seconded by Mrs. Moroney, it was unanimously **VOTED** to transfer to Valerie J. Baier of Groton, Massachusetts Deed No. 683 for Cemetery Lot D238, Graves 1 and 2 in the Town of Carlisle, Green Cemetery.

Appointments

On a motion made by Mrs. Moroney and seconded by Mr. Brown, it was unanimously **VOTED** to appoint Vanessa Brown of Stoney Gate Road to the Personnel Board for a term that will end on June 30, 2016.

On a motion made by Ms. Lemaire and seconded by Mrs. Moroney, it was unanimously **VOTED** to appoint Nathan Brown to the Personnel Board for a term that will end on June 30, 2016.

Town Administrator Report

Special Town Election Warrant Mr. Goddard presented to the Board for their approval and signatures the Special Town Election warrant. He explained that the purpose for the October 27th election is to fill the seat on the Board vacated by Peter Scavongelli. Mr. Goddard noted that the Caucus prior to this election will be held on Thursday, September 17th at 7:00 p.m.

Use of the Town Common Mr. Goddard said there are two requests for the use of the Town Common; the first one is from the Garden Club for the Harvest Fair and the second one is from the Carlisle Kids' house for a Movie Night on Friday, September 25th. Mr. Goddard noted that both organizations have received approval from the First Religious Society.

On a motion made by Mr. Brown and seconded by Mrs. Moroney, it was unanimously **VOTED** to approve the use of the Town Common by the Garden Club for the Harvest Fair on October 3, 2015.

On a motion made by Mr. Brown and seconded by Ms. Lemaire, it was unanimously **VOTED** to approve the use of the Town Common by the Carlisle Kids' House for a Movie Night on Friday September 25th from 7:00 pm to 9:00 pm.

Wounded Warrior Mr. Goddard said the Wounded Warrior project has requested permission to conduct a portion of their Saturday, September 26, 2015 fundraising bicycle ride over the streets of Carlisle. He noted that they will coordinate this event with the Police Department. Mr. Goddard said a proclamation recognizing this event will be prepared and presented at a future meeting.

On a motion made by Ms. Lemaire and seconded by Mrs. Moroney, it was unanimously **VOTED** to approve the Wounded Warrior Project's request to conduct a portion of their September 26, 2015 bicycle ride in the Town of Carlisle with the understanding that they shall consult with the Police department regarding traffic and roadway safety issues and will comply with the Town's policy regarding the marking of bicycle routes.

FEMA Reimbursement for January 27-29 Snowstorm Mr. Goddard reported that our reimbursement from FEMA for the first January snowstorm has been finalized and the Town should expect to receive approximately \$45,500. He said there was no indication of when this reimbursement will arrive.

Liaison Reports

Mr. Gorecki gave a report on the Financial Management Team meeting that took place this morning. He said local receipts for the year were reviewed and it was noted that they were \$71,000 over our targeted amount [\$1,219,700 last year/ \$1,291,304 this year].

The Town Audit is nearly complete and the Finance Director reported that a draft of the Audit may be ready by the end of this week.

Mr. Gorecki said the Fire Department Safety group held its first meeting.

Ms. Lemaire spoke about the Minuteman School. She said she met with Judy Taylor, our Minuteman School Committee representative and Judy invited her to attend a meeting tomorrow with delegates from the member towns.

Minutes

On a motion made by Mrs. Moroney, and seconded by Ms. Lemaire, it was unanimously **VOTED** to approve the Minutes to the Board of Selectmen meeting of July 14, 2015 as amended.

On a motion made by Mr. Brown and seconded by Ms. Lemaire, it was **VOTED** 3 yes, 1 abstain to approve the Minutes to the Board of Selectmen meeting of August 5, 2015 as amended.

Executive Session

At 10:35 a motion was made by Mr. Brown that the Board move into Executive Session pursuant to MGL Ch. 30A, §21(a) paragraph (2) to discuss strategy with respect to bargaining with a nonunion employee (Lt. Leo Crowe) as an open meeting may have a detrimental effect on the Town's bargaining position and that afterwards the Board will not return to open session. The motion was seconded by Ms. Lemaire and the following roll call vote was taken: Gorecki – aye; Moroney – aye; Brown – aye; and Lemaire – aye.

Respectfully submitted by Margaret Arena

